

# Shrewsbury Ark – Supported Volunteering/Employment Project

## Placement Work Agreement

The parties to this contract are

of

(hereinafter the Client)

Shrewsbury Christian Centre Association a Registered Charity Number 501881

of 10 Castle Foregate Shrewsbury Shropshire SY1 2DJ

(hereinafter the Contractor),

and

of

(hereinafter the Placement).

1. The Placement agrees to :

- 1) provide the Client with the opportunity to work at the placement for the hours agreed
- 2) to pay the Contractor the sums agreed for the work done by the Client in the Placement
- 3) to provide basic training needs, tools, equipment and any necessary protective clothing required for the work being done by the Client
- 4) to inform the Contractor of all relevant placement issues concerning the Client and to allow the Contractor to visit and work alongside the Client if required and to visit the placement to review the placement with or without the Client being present
- 5) to provide a copy of their current Employers Liability Insurance
- 6) to provide information relating to Health and Safety
- 7) to inform the Contractor of any changes to the placement arrangements and policies

2. The Client agrees to

- 1) to provide services to the Placement as per the Schedule of Work below
- 2) to attend the placement at the times agreed with the Placement
- 3) to abide by Health and Safety requirements
- 4) to notify the Placement and the Contractor if they are unable to attend
- 5) to notify the Contractor if there are any difficulties with the placement
- 6) to abide by the placement rules and regulations and working practices

3. The Contractor agrees to:

- 1) support and assist the Client in the Placement
- 2) in consultation with the Client and the Placement to identify any training and development needs
- 3) to act as advocate on behalf of the Client in respect of the Placement in relation to placement related or other difficulties that the client may be experiencing
- 4) to assist the Placement on matters relating to the needs of the Client and raising awareness of issues relating to the Client
- 5) to promote good relations between the Client and the Placement

Dated:

Agreed by \_\_\_\_\_ (Placement)

Agreed by \_\_\_\_\_ (Contractor)

Agreed by \_\_\_\_\_ (Client)

SCHEDULE OF WORK